

**WALDO COUNTY COMMISSIONERS COURT SESSION  
SEPTEMBER 1, 2009**

**PRESENT:** Commissioners Donald P. Berry, Sr. (Chairman), Amy R. Fowler and William D. Shorey. Also present were Sheriff Scott Story, Lt. Jason Trundy, Lincolnville Selectman Henry Robert Plausse, Thorndike Selectman James Bennett and County Clerk Barbara Arseneau.

Commissioner Berry opened the court session at 8:30 a.m.

**BALLOTS FOR BUDGET COMMITTEE 2010:**

Ballots were received and tallied as follows:

1. Henry Robert Plausse of Lincolnville received two (2) votes for District #1
2. James Bennett of Thorndike received six (6) votes for District #3
3. James Kenney of Unity received five (5) votes for District #3
4. Arthur Butler of Brooks received two (2) votes for District #3
5. Tim Biggs of Freedom (Write-in candidate) received one (1) vote for District #3
6. Harry Dean Potter (Write-in candidate) received one (1) vote for District #3

**\*\*A. Fowler moved, W. Shorey seconded accepting Henry Robert Plausse of Lincolnville for District #1, James Bennett of Thorndike for District #3 and James Kenney of Unity for District #3 on the Waldo County 2010 Budget Committee. Unanimous.**

**SHERIFF'S BUDGET – 1075:**

Present for this presentation was Sheriff Scott Story and Lt. Jason Trundy. S. Story noted that the personnel lines were at a 3% increase with the exception of Administrative Secretary Brenda Dakin, whose position was brought to the level of the comparable position on the Support Staff Union pay scale.

Overtime was down about \$5,000.00 and part time is a little higher than last year. He described needs such as field training, Islesboro Patrol, other training, etc. for which the part time and over time budgets are used. Educational stipends disappeared with recent union negotiations. Clothing allowances are down. Total personnel services request for 2010 is \$100,050 as compared with 2009's \$89,850. The Commissioners had no questions on the 3000 line. S. Story noted that last year he had predicted a 17% increase in workload, resulting from the State Police reducing their presence in Waldo County, which has proven to be the case. With shift changes and planning, the work is being done and so he is not asking for an additional officer at this time.

**Contractual:**

A. Fowler remarked that more mileage wasn't expended with the number of trips the Sheriff has had to take to Augusta for BOC meetings, etc. S. Story explained that the State reimburses his mileage and he turns the checks over to the Treasurer's Office because he already has a vehicle stipend through Waldo County. There was brief discussion of fuel being predicted to cost a higher rate in 2010.

Mobile radio units will be needed, so there is an increase in that request. S. Story explained that grant funds had been obtained with the assistance of Technology Consultant James. Seven (7) additional digital cameras can be installed in the vehicles, and two more are being budgeted.

The postage request is increase, based on experience and an anticipated 2 cent postage increase in 2010.

#### Capital Outlay:

Cruisers are estimated at \$23,200.00 each for in-stock units, S. Story has budgeted \$23,500.00 per unit. Currently there are three (3) units that are well over 100,000 miles on the odometer right now. The three-vehicle rotation works well for the Sheriff's Office. Light bars, etc. occasionally need to be replaced on the vehicles. A grant for bullet-proof vests has been applied for, as usual. Usually only half of amount budgeted is used because that grant is usually awarded to the County.

Cameras in the vehicles have more than paid for themselves in litigation that has been avoided and S. Story stated that the County Clerk could testify to that, if she wished. B. Arseneau said that there was a great deal less litigation and even telephone complaints coming to the Commissioners Office as a result of having these cameras in the vehicles. S. Story said that once complainants viewed the footage, nearly always the matter was dropped. S. Story wished to budget for additional units but intends to apply for a grant. B. Arseneau wondered if the money were earmarked, if that would make it impossible to apply for a grant. S. Story agreed that this might be a problem, so the Commissioners contemplated placing funds in an appropriate reserve account in the event the grant funding for this or other items did not come through.

S. Story commended Cheryl Coats for her work in grant writing, particularly during an extremely adverse time in her life. He stated that he had been critical of this expense in the past but acknowledged that this had been very beneficial this year.

Pay Scale Discussion: The Commissioners explained that they had reviewed and re-created a pay scale for various FLSA-exempt employees including the Chief Deputy and Jail Administrator that goes up to fifteen steps and eliminates COLA's. He explained that he did not put the current salary for the new Jail Administrator at Step 1, because they felt the salary was too high. For this reason, they placed his current salary at the Step 2 level. They also felt other salaries were at a higher rate than they would recommend at the longevity level the employees were at. D. Berry explained that all were guaranteed the salaries they were earning currently. The current Communications Center Director and Chief Deputy would be on their own scale until they retired and a different scale would already be in place for those positions for when they are filled by replacements. After year 15, there would be bonuses. The goal was to reward longevity and to eliminate COLA. Every year going upward, there would be an increase. D. Berry stated that a pay scale like that could be used for the Lieutenant's positions and others that are not in a union contract. A. Fowler said that this scale addressed the starting salaries, in which they should be lower so if people in those positions were replaced, they would not be coming in at the level the out-going person was being paid. S. Story said that every other increase he had received up to the 4% pay step at 7-year level had been a COLA and he respectfully spoke in favor of COLA's. He recalled years ago there were a few years in which there were no COLA's. He stated that when times were good, he did not mind taking a 4% increase. During hard times, he felt County employees were also the public and he "did not mind sucking it up with the rest of the constituents."

D. Berry stated that nobody was receiving a COLA increase at the State level, but the Commissioners did not intend to do that with County employees. S. Story felt that the State was making these decisions based on budget issues rather than the economy and D. Berry agreed.

In summary, S. Story stated that he was very comfortable with the 3% COLA and also with the 2010 budget request he had submitted to the Commissioners.

#### **TREASURER'S REPORT:**

Present for this discussion was Treasurer David Parkman and Deputy Treasurer Karen Trussell. D. Parkman reported that the Appropriations Report for the end of August showed the 2009 budget as being 64% expended but noted that after the next payroll, it will be 67% expended. "This means we're awful close," he commented. "The problem with this, if you are so close, it leaves a lack in any money that can be put in reserve accounts." He illustrated that if there was 5% left over, this is about \$50,000.00. W. Shorey said that may be, but if the budget expenditures came in close, people would feel that departments had done a good job estimating costs. D. Parkman worried that it ties the Commissioners' hands for the following year. That being said, he acknowledged that this was the first time the County had been only at 95% expended in the Communications Center budget in September rather than being overdrawn. He commented that it was good that the Budget Committee had given them \$30,000.00 for 2009. He also reported that the Probate Court Appointments was in good shape.

#### **WARRANTS:**

**\*\*D. Berry moved, A. Fowler seconded to approve payment of the August 28, 2009 Jail Accounts Payable Warrant in the amount of \$7,567.27, the August 20, 2009 Jail Payroll in the amount of \$22,718.43, the August 28, 2009 Capital, Active & Restricted Reserve Warrant in the amount of \$18,288.31, the August 28, 2009 General Fund Accounts Payable Warrant in the amount of \$27,556.14, and the August 20, 2009 County Payroll in the amount of \$89,559.73. Unanimous.**

#### **TREASURER'S 2010 BUDGET – 1025:**

K. Trussell reported that the dues and licensing fees were lower this year.

D. Berry asked what D. Parkman thought about the proposed pay scale for the Deputy Treasurer. D. Parkman pointed out that COLA's are nice and all, but if the cost of living goes down, employees would not be expected to take a cut in pay. D. Parkman said he and his Deputy are responsible for \$7.4 million dollars. The Commissioners noted that there had been a great increase in work with the separation of the Corrections accounts from the rest of the County accounts. The Commissioners stated that this pay scale was the same structure as the Commissioners Office Staff. D. Parkman said he did not want the Deputy Treasurer position to be "forgotten with all the raises for union employees." He acknowledged that the Commissioners Staff "were on their own, as well" in terms of pay as compared with unionized employees.

K. Trussell submitted the pay scale recommendation for the Deputy Treasurer. D. Berry asked if the Treasurer would approve this pay scale, since he was responsible for recommending the Deputy Treasurer's salary.

K. Trussell said that, going by the current pay scale, she would have been at a 4% pay step increase. Technically, it was a decrease as compared with that pay scale. D. Parkman reminded them that she isn't paid extra for the night meetings she attends for the Budget Committee each year, either, but this was acceptable to her. D. Berry noted that if there were any changes that need to be made in the future, they would be made from the start position and worked through the entire pay scale.

W. Shorey said that the Budget Committee should be able to expect that salaries presented are reasonable and can be defended. He stated that if anyone walked down the street and visited other \$7.4 million dollar businesses and asked what their accountants were paid and it would be quite eye-opening.

There was brief discussion about when the Commissioners would vote to accept pay scales. B. Arseneau stated that it would need to be determined before the budgets are sent to the Budget Committee, with votes to change later if the Commissioners so decided.

**\*\*W. Shorey moved, A. Fowler seconded accepting the new pay scale for the Deputy Treasurer as presented. Unanimous.**

**AUDIT – 1090:**

This is the same figure as 2009.

**DEBT SERVICE – 1095:**

The Communications Center will be paid off by the end of the year.

**INTEREST – 2000:**

D. Parkman said that money should be coming in for property taxes and borrowing by the County should be done in September. He felt that this budget may be able to be reduced as low as \$25,000.00, depending on where they find themselves later in the fall.

D. Parkman said that \$2.5 million has been used at this point. He said he liked to have about \$400,000.00 to \$500,000.00 as a buffer. K. Trussell reminded all that part of the money that is owed is related to Corrections and has been noted as such. D. Parkman remarked that the interest amount budgeted had been steadily dropping in the past few years. He hoped that next year would be the same situation as this year. A. Fowler asked if the Towns had started paying. D. Parkman said it was still early and K. Trussell said payments usually did not start coming in until middle or late September. D. Parkman noted that Burnham is one of the earliest to pay each year. Freedom was the first last year. A. Fowler commented that she was nervous because of all the property abatement appeals that had been coming before the County Commissioners. It was noted that the County can charge interest according to statute for municipalities submitting late property taxes.

**RESERVE ACCOUNTS:**

D. Parkman asked that there be money be requested through taxes to fund the Reserve Accounts as needed. The Treasurer submitted a recommendation on a spreadsheet and asked the Commissioners to review the following accounts that he felt needed replenishing:

Vehicle Emergency Replacement  
Future County Land and Buildings  
Employment Security  
Severance  
Technology

A. Fowler thought the Vehicle Emergency Replacement account needed to be at least at the cost of a cruiser, which according to the Sheriff, would be about \$23,500.00.

## **HEALTH INSURANCE PLAN CLIENT RELATIONSHIP MANAGER INTRODUCTION:**

Present for this introduction was Insurance Administrator Malcolm Ulmer, Derek O'Dell of the Franklin Group, and Andrew Feingold Client Relationship Manager for Meritain Health.

M. Ulmer introduced Mr. Feingold as the County's Client Relationship Manager at Meritain. Mr. Feingold greeted the Commissioners and referenced the flyer recently issued to Waldo County General Hospital and about 20 other providers letting them know who to submit clients to. M. Ulmer said he has also spoken with Linda Drinkwater, talked about the flyer, said he knew WCGH wanted to be paid, Meritain wanted to pay, etc. She said she had heard nothing about this. He emailed it all to her and she said she would share it with her supervising manager. It did not get straightened out. Someone said that the number on the flyer did not match the back of the insurance card. An extensive investigation was performed. Andy Dixon, he believed, had contacted the hospital to be sure they are on the right page. He felt that he had done all he could to accomplish what the Commissioners had requested in resolving this matter.

M. Ulmer said he knew the Commissioners may be skeptical, but the main thing is that the program works very well when the health care providers bill correctly. He stated that payment is usually done within 30 days, and this is also borne out by the experience of Washington and Hancock County.

The Commissioners related an experience brought before them yesterday by an employee with an invoice being threatened to be sent to collections. M. Ulmer said he was aware of the case, that Andy Dixon had called and dealt with it and no action would be taken on it anymore by the hospital.

D. Berry stated that the hospital [Waldo County General] has been "driving them up the wall." The Commissioners Office gets calls from frustrated employees, though it had decreased toward last fall. Now it had picked up again.

A. Feingold explained that the two telephone numbers currently listed on the back of the insurance card seems to be causing confusion. A new card will be issued that will have only the Great-west contact information to submit in-network claims. Meritain's contact information will only be for out-of-network claims. This should eliminate this problem.

A. Fowler related her recent experience with another hospital - not Waldo County General - in which the claim was sent to her former health insurance.

M. Ulmer acknowledged that there are a lot errors and confusion with some providers. A. Feingold said to be sure that when employees contact the Commissioners' office, they are directing their providers to submit to Great-west. A. Fowler verified that the staff at the Commissioners Office had been doing this and she felt the employees were very clear on that – she just did not have any idea what was occurring after that point.

M. Ulmer and D. O'Dell emphasized that the communication should not be to the Commissioners Office but between the employees and their health provider first, then Meritain, and then Malcolm as additional assistance was needed. "You don't need to be mean, but this is not your job to deal with this," he stated to County Clerk B. Arseneau.

A. Fowler brought up the three networks within the plan and wondered if this number should be decreased. M. Ulmer said that before this was reduced, which would likely be the end result, the plan needs to be functioning smoothly so that claims are being paid the first time around without several reviews.

M. Ulmer explained that Cigna has picked up Great-west and so over time, there will be absorption and expanded networks. He claimed that Great-west was far superior to the others that the County was doing business with.

A. Feingold asked if there had been any other complaints other than this, such as limited in-network providers. B. Arseneau stated that there was a problem finding eye doctors in-network and there had been issues with diabetic equipment, but mostly the issues were related to claims processing and threats of collections.

Generally it was agreed that the plan is excellent, the costs have been kept the same for two years and the prescription piece has been highly praised by most employees. The biggest issues are with the claims review and payment process. D. O'Dell said that there will always be human error, but these are usually resolved fairly easily.

A. Feingold stated that in most businesses, etc., 30% is average for premium payments by employees for family; 15% for single. He commented that the 5% County employees currently pay "is unheard of and an excellent benefit to employees."

A. Feingold thanked the Commissioners for their support. He has been involved for about the last six months, M. Ulmer had been bringing him up to speed and he looked forward to working with the County.

M. Ulmer explained that transition times are difficult whenever there are changes to a plan. He claimed that the two counties who recently started with Great-west had the plan put in place and were not experiencing the same problems.

A. Feingold submitted Meritain Health Customer Service flyers to be distributed as needed to employees who are having concerns or issues and who continue to call the office or Malcolm.

#### **DALE ROWLEY – 2010 EMA BUDGET – 1010:**

D. Rowley first reported the following:

1. GRANT RECEIVED: \$15,000.00 has been received from FEMA. All told, since he has been working for the County, \$837,000 in grant funds has been brought in. This averages about \$100,000 per year.
2. The County met its threshold for damage during the two weeks of heavy rain experienced in June and Waldo led the way, with other counties following suit. The State had not even requested damage reports. Because the other counties got on board and submitted damage reports, money was provided by the State. Waldo's assessment was estimate at about \$400,000.00. This money goes right back to the towns reporting damage. If County property had been damaged, funds could have been retrieved for that.

## EMA BUDGET REVIEW:

The postage request has been reduced because of emailing capability, etc. The training request is reduced from 2009 because the grants received have largely been training grants. Office supplies often are garnered through grants. The request also went down \$100.00 from 2009 on the Commodities Budget.

The Capital Outlay request involves furniture, etc. to outfit the new building. D. Rowley acknowledged that he can obtain grants for a building, but not to furnish it. The budget is the highest it's ever been – 6.1%. A. Fowler reminded him that he had brought in a great deal in grants this year. D. Rowley commented that he tries to keep his budget in line with COLA increases, and keeps in mind TABOR and LD 1. The telephone went up because the E-studio on-line he set up has become so popular and has been used so much that the memory for storage of documents has needed to be increased and more memory had to be purchased as a result. If there was not going to be a new building, the budget would have increased only 1%. D. Rowley plans on purchasing two projectors and two televisions so the room can be used for training. The Sheriff's Office often uses this room for training, as well.

D. Berry said he represents the County on the Healthy Waldo County Committee. He is on the nominations committee for this group. They wanted D. Rowley and D. Berry said he had responded that he knew D. Rowley's schedule was full as it was. He asked if the EMA Deputy could do this. D. Rowley said he would talk with her but thought she could. This committee convenes once every other month somewhere in the county. D. Rowley noted that most counties have a trained health officer. Waldo County does not. During the Pan Flu and now H1N1 virus, EMA has been looked to for serving in this capacity. He recently attended the State H1N1 Conference and EMA Directors were being "tagged" to set up vaccination clinics, etc. About 1,400 people attended and were being told that EMA would handle this. He is meeting Friday with the hospital and schools to try and sort this out. He noted that the vaccines were not coming all at once. This can be spread between the hospital and clinics.

D. Rowley asked when the building committee would be assembled to work on the Sheriff's Office/EMA possible joint building venture. The Commissioners asked D. Rowley to set that up.

## PROBATE 2010 BUDGET – 1070:

S. Peavey first reported that the State has mandated that passport information now be sent by traceable mail. She requested authorization to establish a \$3.00 minimum fee for this service in order to cover the cost of the Return Receipt request postage, which would be about \$2.80.

**\*\*A. Fowler moved, W. Shorey seconded that the service fee system of \$3.00 go into affect when the traceable mailing goes into affect in October 2009. Unanimous.**

## BUDGET REVIEW:

S. Peavey noted that Personnel Services has increased, Contractual is the same total as 2009 with a few lines changed within it, and Commodities is a little higher than 2009. D. Berry asked why the line for Record Books had increased from \$193.00 to \$500.00. S. Peavey reviewed her notes and explained that this is for binders for docket pages, receipt books, for adoptions, replacing old documents worn out from wear and tear, to order new one for 2010, etc. These are about \$60.00 apiece.

D. Berry asked to discuss the Register of Probate's salary request. He acknowledged that he understood why an increased amount had been requested because he recognized that the current salaries were out of line with those of other department heads. S. Peavey said that there had not been anything other than a COLA increase for the Register's position since 2001 when the Commissioners adopted a new pay scale system at that time. He said he did not know how the rest of the Board felt, but if they agreed to "fight the fight" with her, she would need to be prepared for questions and explanations to the Budget Committee. A. Fowler agreed that this was a significant increase but that she also felt the salary for that position needed to be addressed. She mentioned that the Commissioners had been working on new pay scales and asked S. Peavey what her recommended raise was based on. S. Peavey replied that she had looked at the starting salary on the current pay scale. A. Fowler asked if she had surveyed the other counties and S. Peavey replied that she had, but there were not many registers with over 20 years experience. The Commissioners informed her that they would think about this and discuss it further with her at a later time as they were taking just a first/preliminary look at the budgets today. D. Berry explained the new system of pay scales that had been developed during the past year. These scales eliminated the need for COLA increases. He commented that this was the only place in the budget he had concern about. W. Shorey agreed that the Board wished to assist her, and if he looked at this as a committee member, "it has no wings." He said that there are too many situations that have to keep getting addressed. The sooner these can be addressed, the sooner he thought everyone would be happy. He felt that the Commissioners needed to examine this a little more closely. A. Fowler said that she thought the Commissioners could look at maybe three positions a year until they were addressed. S. Peavey said that she had understood at last year's budget meeting that this would be addressed this year.

Lastly, S. Peavey reported that the new photocopier the Commissioners had authorized to be purchased this year is working really well and the Probate staff loves it.

#### **REGISTRY OF DEEDS 2010 BUDGET - 1065:**

Present for this budget review was Register of Deeds Deloris Page. D. Berry addressed the salary increase recommended by the Register of Deeds for that position. He felt that because some, such as the current Register of Deeds, were way above the years on the pay scale, he recommended bonuses be awarded. D. Page responded, "But we've never received any bonuses." He said he realized this and stated that the Commissioners acknowledge that the salary is low and needs to be addressed but was not sure by how much. A. Fowler said that the salary requests were the same for the Register of Deeds and the Register of Probate. When asked, D. Page stated that she had been a County employee for 37 years and a Register for 27 years. A. Fowler noted that the Register of Probate had been Register for one year, and a County employee for well over 20 years and there was a difference that should be noted. The commissioners said they would review the salary more at a later time.

D. Page noted that Printing & Reproducing Supplies line request had increased for 2010 because toner and ink costs have gone up.

There was discussion about the Capital Outlay increase to allow for two new air conditioners to be purchased and installed. The current ones are so high up on the wall that employees have to stand on a chair to turn them on and off or adjust the temperature, which is a safety hazard.



There was brief discussion about the recent freedom of access case in which Hancock County is going to lose revenue in the thousands of dollars because they lost the case. It was noted that the person who sued intends to sell the same information he requested for free. D. Page thought a committee was being formed to work on this. She wondered if the revenue projection should be lower for 2010.

#### **U. OF M. EXTENSION 2010 – 2005:**

Present for this presentation was Richard Kersbergen. The Commissioners noted the decrease in the budget and did not have any questions. R. Kersbergen noted that telephone costs were down and repairs and maintenance were as well, since the Facilities Budget was handling more of these.

#### **DISTRICT ATTORNEY 2010 BUDGET – 1015:**

Present for this presentation was District Attorney Geoffrey Rushlau. During the discussion of the personnel lines, G. Rushlau requested that the Clerical Aide position be reclassified and renamed, with additional pay. He had budgeted for this change. D. Berry read language from the Support Staff Union Contract, under Term of Agreement and read, “During the term of the Agreement, neither party will seek to modify the terms of this Agreement, to open or re-open any contract article or to seek to negotiate any term or condition that was raised or could have been raised during the course of negotiations for this Agreement, unless a re-opener is specifically provided in this Agreement.” G. Rushlau said that he had received information from Union Steward Deborah McAllian, who had contacted the Union Representative Ernie Canelli, and Mr. Canelli said there could be a process for this. D. Berry said that the County did not intend to change this position and as the union negotiator, he was not going to reopen this. It was locked in place until negotiations started again in the fall near the expiration of the current contract. G. Rushlau stated that he needed to obtain more information than he had. He explained that the position has changed in function and needs to be addressed. He acknowledged that Waldo is the first County he deals with that has a Clerical union.

G. Rushlau noted that there is an extraordinary benefit to the County in that the current Child Victim Advocate position is reimbursed by a grant and in addition to that, the current employee in that position is capped at a lower hourly rate in order to enjoy retirement benefits, so this keeps the cost down from where it could be.

G. Rushlau reviewed the Contractual lines. The only major change is the District Court Witness Fee line, which is a request for funds that is supposed to be offset by reimbursement by the State that goes into a different revenue account but is a “wash.”

Due to increasing costs in paper and ink, office supplies need to be increased. G. Rushlau noted that there is nothing being requested in Capital Outlay.

#### **COURT SCHEDULE:**

G. Rushlau reported that September is the last month for court sessions due to shortage of justices to sit on sessions. He wished that had not happened this year, but it had and there was nothing to be done about it. D. Berry said the only piece of good news is that Waldo County’s Board is frozen at a capped amount and the State would be responsible for any increase. G. Rushlau noted that this was “ironic.”

#### **WALDO COMMUNITY ACTION PARTNERS BUDGET:**

Present to discuss this budget request was Edward Murphy of WCAP Transportation. E. Murphy explained that the budget request was kept the same as recent years - \$3,500.00, which is used to obtain federal dollars.

He offered statistics of 2,040,000 pick-ups in 2008 and commented that they “will beat that in 2009.” There have been 80,000 one-way trips. “Business is busy! People don’t have rides,” he noted. He called to make a doctor’s appointment for himself and one of the first questions that office asked him was, “Do you depend on Public Transportation to arrive here?” He thought it was great that this service was being acknowledged. He said there are about 28 volunteers. Between staff and volunteers, the staff is over 50. The Commissioners expressed their appreciation for the services offered to all the citizens in all 26 towns in Waldo County.

#### **WALDO COUNTY SOIL AND WATER CONSERVATION DISTRICT BUDGET:**

Kym Sanderson was present for this review. She explained that she is the only staff member at this point and mentioned that the Conservation District was hoping to add on another person part-time. At one time an “out-reach” person was contracted. Word has gotten out, but unfortunately there isn’t enough staff. Many calls for assistance are due to storms and water run-off.

K. Sanderson explained that the plan is that the person can be supported for two years, but if they don’t pay for themselves, the position will be eliminated. Contracting a person is not as stable as putting someone on the payroll. The position will need to generate money through grants. There is a great need for training in septic, forestry, etc. and they have been able to partner with other organizations to do so. One new program is to collect lead fishing tackle.

The Commissioners had no questions at this time and thanked K. Sanderson for meeting with them.

#### **FACILITIES 2010 BUDGET – 1030:**

Present for this discussion was Facilities Manager Keith Nealley. The Commissioners noted that there had only been a slight increase in this budget during the past three years. K. Nealley noted that the Facilities Technician was due for a pay step increase, and COLA was added.

Fuel discussion: K. Nealley has spoken with contractors but was told he would have to wait until January to start the bidding process for fuel oil. The current contract expires on June 30, 2010 and K. Nealley was told to estimate \$2.60 for the second half of 2010. This will go out to bid again in January. He hoped it would end up lower than the \$2.60 projection. He plugged everything into a spreadsheet back to 2006 and felt he had a good history to go by in planning the budget.

He had noted that water and sewer would be going up 17%. He rechecked his numbers and was comfortable with what he had requested for that.

K. Nealley said that the Communications Director has been asking for years for a finish coat of asphalt and striping to be done on the Communications Center parking lot. K. Nealley suggested that this might be piggy-backed with the new EMA building that would be built next year.

ADA ISSUES: A person in an extra-large wheelchair could not get in the doors at the District Courthouse. It is the foyer door on the ramp side of the building. A 32” clearing is required and this is not the case with either the foyer or the bathroom entrances. The ramp is not the proper pitch, so it

needs to be re-done, as well, which the Commissioners already are aware of. K. Nealley also added in figures for automatic door openers to make the whole building completely accessible. He commented that it was fortunate that the County has been steadily working on ADA issues and addressing them.

K. Nealley noted that pricing for fuel had worked out well in terms of the Budget Committee reducing that line item during their budget meetings last year.

W. Shorey instructed K. Nealley to plan on going out to bid right away in January because there is a short window of opportunity for good pricing. K. Nealley said he would find out when would be the earliest bids could be requested. W. Shorey commented that the prediction is for oil to go to \$85.00 per barrel. This year the County was in the right place at the right time. K. Nealley agreed with this and said he knew it could not always be guaranteed to turn out so well every year.

K. Nealley offered to review each line but stated that nothing had really changed much - some lines had gone up and some had gone down. A. Fowler asked if the computer program the County had purchased was helping Facilities Management. K. Nealley responded that he had started entering all the room codes and other data but had not started using it to read data yet. He was continuing to enter data because the vendor said to get all data entered before trying to use this.

D. Berry asked what the “pull force” was on the door used for access at the lower level of the District Courthouse. K. Nealley was not sure. D. Berry recommended the push-button opener because then it did not matter how hard the door was to open.

#### JAIL/RE-ENTRY FACILITY RENOVATION PROJECT UPDATE:

K. Nealley reported that toilets have been demolished and patching and caulking are being done. He thought that even with the additional work the Commissioners had authorized, he should have the work completed by mid September. He informed the Commissioners that inmates from another facility built nice ash bureaus for the Jail. The County only had to pay for the materials.

Reporter Ethan Andrews asked how recent the salary issues for the Registers of Deeds and Probate had been in existence. A. Fowler thought it had been a few years, but she did not realize how drastically low they were. E. Andrews asked what the Commissioners would be doing regarding salaries. The Commissioners said they did not know at this time.

The Commissioners discussed briefly among themselves how this might have occurred over the years and did not know how these had slipped behind compared to other departments, but felt it did need to be addressed - if not all in one year, perhaps over a two-to-three year timeframe - preferably the shortest amount of time possible without putting a strain on the citizens.

D. Berry had requested figures for revenue generated by County Employee Health Insurance Contributions. This information was provided as follows:

5% Contributions for Jail Employee Premiums was \$6,110.26.

5% for all other County Employees \$22,421.00.

**\*\*A. Fowler moved, W. Shorey seconded to recess for lunch at 12:15 p.m. Unanimous.**

**\*\*A.F. moved, W. Shorey seconded coming out of recess at 1:34 p.m. Unanimous.**

**COMMISSIONERS 2010 Budget – 1020:**

Present for this review with the Commissioners was B. Arseneau, with Deputy County Clerk Veronica Stover taking minutes for this portion of the court session.

B. Arseneau asked if there was any question about the Personnel lines and, in particular, the figure for the Part Time Float person at \$12,688.00. The Commissioners had no questions at that point. The Commissioners discussed the possibility of eliminating the COLA for the commissioners' salaries. D. Berry noted that to avoid confusion on whether or not there would be a COLA for the Commissioners, he had instructed the County Clerk to put the COLA figures in then the Commissioners could discuss it later and remove it if they wished.

Commissioners discussed the salaries of the Deputy County Clerk and Human Resources/Payroll Director positions. B. Arseneau explained that after looking closely at counterparts for these positions in other counties, and also looking at salaries of positions within Waldo County itself, these positions are still underpaid, particularly for the number of years served. She told the Commissioners that she had a recommendation but wanted them to know that regardless of the decision they made, the people in those positions always worked very hard and would continue to do so. B. Arseneau wanted to request what was fair for the work being performed by those two positions. Starting with Deputy County Clerk, B. Arseneau recommended using the structure of the current pay scale the Commissioners developed last year with increases in the pay steps to reach \$33,057.00 in 2010. She noted that there are at least five Support Staff positions that are paid considerably more per hour than the Deputy County Clerk; one of which did not have as many years of service in their position. B. Arseneau asked that the Commissioners please consider the nature and responsibility related to the Deputy County Clerk's work, particularly in the absence of the County Clerk. This position serves the County Commissioners, often directly. If the recommendation could not be accomplished in one year, B. Arseneau asked if could be spread over two years.

Regarding the Human Resources position, again, B. Arseneau noted the same five Support Staff positions enjoyed a higher hourly wage than the H.R./Payroll Director, as well. Furthermore, a recent survey revealed that Waldo County still has the lowest paid H.R. position in Maine by far – about \$10,000.00 less in some cases – than other county H.R. positions with the same number of years of service. Cumberland's figures had not been factored in because B. Arseneau felt that it would not be an appropriate comparison, but had included the salaries of other counties of similar size and responsibility. B. Arseneau recommended to the Commissioners that the wages be brought up to \$39,975.00 for 2010 and noted that this is still under the 2009 salaries of those serving in the same position for the same number of years, but she felt this would bring it closer to where it should be. She stated that this position has been low since it was established. She reminded the Commissioners of the importance of the function of this position within the County. This position keeps track of the perpetual changes in employment law, must deal daily with confidential employee information, fields a lot of phone calls for matters related to health insurance, disciplinary matters, serves as a sounding board and assistance to department heads on employee issues, works with union matters and so forth in addition to various payroll-related functions. B. Arseneau noted that recently the H.R./Payroll Director had been able to satisfactorily resolve, before it occurred, a grievance that had been threatened by an employee, which in the end avoided legal fees. She asked that the Commissioners please consider the recommended salary as a matter of fairness. She noted that the Commissioners

had agreed to bring the salary of the Sheriff's Administrative Secretary up considerably in one year in order to make that equitable with the other Sheriff's Administrative Secretary's position that falls under the union. In order to assist with funding to address these inequities, B. Arseneau requested that her own salary be frozen at the 2009 level through 2010.

D. Berry said he had two pay scales sitting in front of him that he had been working on. One was an increase of \$500.00 in the pay steps, which would bring the salary for the Deputy County Clerk position to \$30,143.00, which was significantly less than what B. Arseneau had requested. The other pay scale would jump up the salaries \$1,000.00, which would put the Deputy County Clerk at \$31,616.00 and the Human Resources/Payroll Director's next pay step would put that position at \$35,462.00. The Commissioners discussed the two pay scales. Commissioner Berry offered to give the other two commissioners copies of the pay scales. He stated that he was not interested in freezing the County Clerk's wages. B. Shorey said he would like to see a scale set up with the County Clerk's recommendations for the Deputy County Clerk and H.R./Payroll Director positions along with the two pay scales D. Berry had been working on. He commented that there seemed to be a problem with the salaries of four people, with pay that was not where it should be. He felt he could argue that this be rectified for these people in one year. D. Berry noted that the Budget Committee can cut the bottom line but the Commissioners create the pay scales.

W. Shorey said he was willing to try different scenarios. One could be the straight-forward two-year move.

A. Fowler said that last year before the Budget Committee had figures where salaries were increased, they had recommended that the Commissioners develop a pay scale, so the Commissioners proposed a pay scale. She said she would have a problem with having done that pay scale and then having to look at it again. She said she thinks there are positions that have serious inequities, but expressed reluctance to revisit the ones they addressed last year. There was brief review of how the Commissioners had had to work quickly to present a pay scale for the Commissioners Staff as requested by the Budget Committee in order to present it before the end of the 2009 Budget process. W. Shorey said he would still like to look at the two-year proposal and would like to see some numbers. D. Berry noted that 1% of the Commissioners budget increase was due to Jail costs that had come back to the County's budget. There was the question of COLA and possibly addressing the salaries and this comprised about 4% of the increased request for 2010. W. Shorey stated, "We have four 'problem children.' Let's look at doing this in two years. Let's see if it can be corrected and stand up and correct it."

D. Berry said he could not support doing it all in one year. He offered to work on all four positions. A. Fowler said she was "good with the two-year plan." D. Berry added that the Commissioners could consider the option to work on all four at once or work on two one year and two the next. W. Shorey felt that the Commissioners should not feel badly that they had been wrong on and needed to make some correction and adjustment to the pay scale they developed the previous year. A. Fowler said she did not feel they were wrong and the Commissioners had attempted to rectify the salaries last year. W. Shorey said that it had fallen short. D. Berry said he would continue to work on these pay scales, that input is welcome and the Commissioners would come back to this later.

Regarding the request for the Part Time person, he felt that discussion on the figure of nearly \$13,000.00 could be set aside until later, as well.

### **TIME & TIDE RC&D BUDGET – 1080-4718:**

Present for this budget review was Ron Desrosiers. R. Desrosiers explained that Time & Tide has worked with seven 7) other towns to tighten up and weatherize homes last year. They are looking beyond this “band-aid” but are figuring out how to plan beyond that. A group has been formed with input from agencies and community members. He commended Waldo Community Action Partners for its transportation services. During a meeting, it was made known that this service will pick people up at their homes. There has been a lot of interest in Thorndike, Knox and Unity. R. Desrosiers commented that there is great interest in community-owned wind power and a forum has been put together for that. A forum has also been developed for solar energy discussion.

R. Desrosiers informed the Commissioners that another project involving a community in Waldo County is a grant that is being put together for a school because so many children drive by farms but don’t know what happens on these farms. He explained that the “buzz word” now is “authenticated learning,” which would formerly have been called “hands-on”. This was funded at \$15,000.00 by grant. R. Desrosiers noted that EMA Director Dale Rowley of Thorndike assisted with the next project. Six counties were approached to find out what was lacking. In the area of rural fire service, in particular the lack of fire hydrants was noted. This was written into the area plan. Next week there will be a meeting with Waldo County Fire Chiefs to consider “dry hydrants.” These hydrants require a lot of maintenance and need a good water source to make them work. There are nine (9) such hydrants in the Town of Brooks, but only two are reportedly reliable. Mutual aid is used to assist with local fires. Some of the peculiarities with these hydrants do not mesh well with the mutual aid situation. There is an effort underway to try and put funds in place to install new dry hydrants and to maintain the ones already in existence. R. Desrosiers expressed that largely what exists now could be attributed to Dale Rowley.

Recently R. Desrosiers met with the Unity Recycling Committee. There are shows put on in local schools to create interest and enthusiasm for recycling at the grade school level.

A recent letter identified several projects and this was sent to the County Commissioners. While gathering information for an area plan, it was noted that Time & Tide, along with the conservation districts, would not have been created without the initial support from the County Commissioners. R. Desrosiers recalled that Commissioner Berry had thought a long-term winterization effort needed to be developed. R. Desrosiers has met with Town Selectmen to make them aware of Time & Tide’s efforts. He recently spoke to six congregations about community effort to conserve energy. He commented that this has all started “conservatively” but someone donated \$1000.00 and other donations came in. There was also donated labor from the local college.

A. Fowler asked why the budget had increased \$120.00. R. Desrosiers explained there is a bookkeeper and more hours are required, there is an increase in postage, etc. He explained that this is a public/private partnership. The Council is comprised of Commissioners from each six counties, and the Soil & Water Conservation District. D. Berry noted that the budget changes were shown in different colors on the supplemental information page of Time & Tide’s budget submission. Some are now attending national conferences. He felt that it will be interesting to see what “niches” T&T RC&D are filling. In the Appalachian areas, retirement housing and recreational facilities and programs are being developed on the RC&D level.

The Commissioners thanked R. Desrosiers for meeting with them.

**EASTERN MAINE DEVELOPMENT CORPORATION BUDGET – 1080-4716:**

Present to review this budget request was Andrew George of Eastern Maine Development Corporation

A. George explained that the main increase in the budget request is “overall total cost increases.” He explained that EMDC hopes to be more involved with Waldo County. He notified the Commissioners that the new President is Michael Aube and noted that EMDC is trying to be more of a presence in Waldo County. As of July 1<sup>st</sup>, he assumed Leadership Development for Hancock and Washington Counties. D. Berry said the Coastal Commissioners Workforce is under that group and it falls under that board. He expressed concern that EMDC might be going into territory that is already covered. The rest of the Coastal Commissions Workforce Board might be concerned about that, too, and D. Berry asked A. George to take this back to the upper level at EMDC.

A. George listed three grants and sources of funding he had obtained.

A. Fowler related the background about EMDC why the County did not pay the allocated amount to EMDC in 2008 because EMDC had not been able to live up to a commitment they made to obtain grant funds for the County. She noted that the representative at the time did not know that he could not apply for a community block grant.

The Commissioners thanked A. George for meeting with them.

**COMMUNICATIONS CENTER 2010 BUDGET– 1076:**

Present for this presentation was Communications Director Owen Smith. “It is what it is,” he stated. “We are unique like the Sheriff’s Office in that we have to fill the seats – if someone is absent, the shift must be filled,” he explained. Vacation and Comp time are covered by part-time employees and employees working over-time.

There was brief discussion of compensatory time on the books, how much is allowed to accumulate and be kept on the books (120 hours per year) and the potential liability to the County.

W. Shorey asked why one part-time figure was really low. O. Smith said that a lot depends on how many they train. He explained that he is trying to move away from hiring part-time employees at the recommendation of the Waldo County Regional Communications Center Board of Directors. It is difficult to maintain and train part-time employees. He commented that the expenditure from this line does fluctuate greatly from year-to-year. Over the last few years, they have been moving it back. Historically the part-time line has been overdrawn. Furthermore, last year there was an error in the computation of his budget and this reduced that line even more. B. Arseneau clarified that this was an error in the formulas from the Commissioners Office, not an error on the part of O. Smith and added that this has been corrected.

O. Smith directed attention to the Training line (5375) and stated that this is not a true reflection of the cost of training. The mileage line will be overdrawn because there was more training required this year. O. Smith felt that to truly know how much it cost to train people in any given year, mileage and food would need to be calculated in that cost. He thought that should be put into one line and then it

would be possible to know exactly how much it costs to train the staff. He said the State pays for most of the actual training.

W. Shorey asked if there were ever any years that he had a good surplus and was told no.

The Commissioners had no further questions and thanked O. Smith for meeting with them.

#### **TECHNOLOGY BUDGET FOR 2010 – 1020-7000, 7101,7102:**

Present for this report was technology consultant James Arseneau and Communications Director Owen Smith.

J. Arseneau noted that one of the benefits resulting from the Commissioners breaking out all technology into the Commissioners' budget is that it helps some of the other departments in being able to report that they are keeping their budgets low.

J. Arseneau noted that with the utilization of data cards, three (3) Deputies come back to the Sheriff's Office once or twice a week now and can do most everything without having to return to the office. He noted that this saves the Sheriff's Office a lot in travel money. He is looking for grant money to upgrade cards so that software required to look up license plates can be added. This would alleviate work for the Dispatch Center, as currently they have to look things up. This would help the Officer right away and other people listening on the radio would be less likely to know what was going on, making this more secure. He estimated is about \$1,200.00 in "soft savings" per month in the Sheriff's travel budget. It was estimated that the majority of the Technology budget is comprised of law enforcement technology. 1/5 of the budget goes to the other departments.

D. Berry informed J. Arseneau that the Commissioners are scheduling a pre-hearing with the Budget Committee. He felt that this information should be brought up at that time. J. Arseneau agreed and stated that there are other towns also under the umbrella offered by the County to those agencies. The Commissioners asked J. Arseneau to be prepared to explain that the budget request isn't as big when it is clear as to how all agencies benefit.

J. Arseneau noted that the Budget Committee appears to budget only \$205,000.00 annually for Technology the past few years and he reminded the Commissioners that they had authorized Islesboro and Stockton Springs to come onto the Spillman System for 2009.

#### **Review of Technology:**

1. Each year departments are asked to submit requests for big projects, new positions, moves, adds and changes may be anticipated during that year so that this can be factored into the budget request.
2. There are 95 PCs (Personal Computers) in the departments. Twelve (12) of this number are located in Jail and are part of that budget.
3. J. Arseneau is seeking grant funds for purchasing a Spillman ProQA Interface for the Communications Center, but recommended to the Commissioners that in the event that a grant was not awarded, funds from the Technology Reserve not earmarked for something else might be used. He



emphasized the importance of this software to help keep dispatchers from having to use two different keyboards and enter information in two different places.

4. Fiber optic cable needs to be run for the Sheriff's Office. Currently that office is sharing one CAT5 cable, which is very slow. If this is done and a new Sheriff's Office is built in the future, the cost would be a lost investment, but would he still recommend doing it to serve as a stop-gap measure at this point.

5. Technology leases were reviewed.

6. Maintenance Contracts were reviewed.

W. Shorey asked if there are Budget Committee members knowledgeable in technology matters who inquire about the technology budget. J. Arseneau said that some were knowledgeable and others asked questions and really struggled with understanding the needs. He explained that the recommendations of the original Technology Task Force Committee have not necessarily been followed over the years. He felt that a general educating of the needs is necessary.

D. Berry said that this budget had been attacked by the Budget Committee in recent years. A question would be asked and then before it could be properly answered another question would be asked.

J. Arseneau explained that he lives in Waldo County and wants to see things running smoothly. He added that there is a fair amount he does free of charge so that things will work better, since he has a vested interest in it as a citizen.

W. Shorey asked if really all that needs to be discussed is, in reality, \$110,292.00 of the budget since the rest is related to leases and such. J. Arseneau looked through the budget briefly and agreed that this was the case.

J. Arseneau mentioned he has asked that some of the Deputies come and explain to the Budget Committee how much the technology benefits them and how they use it. When he has tried to explain this to the Committee himself, it does not seem to be heard or believed. He felt that if it came from the Deputies, it would mean more.

W. Shorey said that in Searsport, if they need a new fire truck, a person will say they don't need it. Then someone else will ask what will happen if something is burning down. Then they decide to get the fire truck. He observed that people seem to need to think about what could happen before they are convinced that they need to spend some money.

D. Berry agreed that people need to understand that now Deputies can stay in their zone, it makes them available to respond immediately to problems in their zone instead of coming to the office to do paperwork and keep getting called back out to their zone. The response time before the calls was so much greater.

The Commissioners expressed their desire to really work well with the Budget Committee, to get together with them and educate and inform so that they can have an easier time with decisions on the budget. W. Shorey felt that Technology should be discussed early in the budget reviews, not later.

J. Arseneau said that he has always tried to assist the Commissioners in investing in the proper equipment for long-term benefit and for networking and smooth operation so that money is not wasted on equipment that does not work well or interface with other technology that is used. He explained that the County is really a business and needs to be able to run that way.

O. Smith, who had stayed to listen to this portion of the budget review, said that he feels nervous because the perception is that the Spillman system belongs to the Communications Center. It is housed there, but it is used by several departments and a number of agencies. "It's not my system, but it's in my building. Every records and database for every Fire and EMS agency in the County is hooked into that Spillman System. When it has a glitch or has to be rebooted, my people go back to pen and paper. Plus, when it all needs to be caught back up, it is the dispatchers who have to do it," he stated. "It is a County system, but the fact that we continue to make it free to the other towns, and also Mobile is purchased and the system continues to be enhanced at the County's expense and as a County service. This system is the best in the business and the service to maintain it is almost immediate if there is a problem. All the data is provided in reports to all these towns' agencies."

W. Shorey said these are comments that need to be made on an afternoon educational session. J. Arseneau said that it would be helpful if all departments and agencies would speak to the benefits they receive from Spillman and other forms of technology that they do not have to request in their budgets. The Commissioners felt it was very clear that this was necessary in order for the Budget Committee to understand the value of the equipment and the systems.

The Commissioners felt that they wanted to promote a peaceful, informative environment that got away from an almost hostile, nerve-wracking process. It was noted that this has become an emotional and stressful process. O. Smith said that he is passionate about what he does and does not want to inflame the committee.

D. Berry briefly enumerated on the amazing advantages of enhanced 911.

**\*\*A. Fowler moved, D. Berry seconded to accept the 11-year pay step increase for the County Clerk effective August 31, 2009. Unanimous.**

**\*\*A. Fowler moved, W. Shorey seconded adjourning the Commissioners Session at 4:08 p.m. Unanimous.**

#### **CORRESPONDENCE:**

Reviewing Correspondence for the Commissioners was County Barbara Arseneau

1. **\*\*A. Fowler moved, D. Berry seconded approving the current pay scale 11-year pay step effective August 31, 2009 for County Clerk Barbara Arseneau to \$45,423.66, bringing total salary for 2009 to \$44,557.24. Unanimous.**
2. Commissioner Berry has sent a letter on behalf of the County Commissioners to Senator Susan Collins dated August 31, 2009 inviting her to visit the former Waldo County Jail, which is in the process of upgrading to an inmate reentry center and also to visit the county Sheriff's Office in order to see the need to construct a new one.

3. Malcolm Ulmer sent notice on August 30, 2009 that on August 20, 2009 he requested that the contact person at UBS Financial Services authorize purchase of a Certificate of Deposit from Ally Bank, \$200,00.00, .25%, maturity date 11/27/2009. He noted that the CD is FDIC insured and falls in the upper level of the internal investing requirements of the UBS Financial Services.

**\*\*A. Fowler moved, W. Shorey seconded adjourning the court session at 3:50 p.m. Unanimous.**

Respectfully submitted by *Barbara L. Arseneau*  
Waldo County Clerk